

## Meeting Minutes

**Regular Meeting** of the Board of Directors of the Rocky Ridge Properties' Owners Association

Meeting Date: **November 17, 2020**

Location: ZOOM Internet Meeting

Scheduled Meeting Time: 9:00 am

**Notice of Meeting:** Bill (Yates) Bauder confirmed that he provided notice to the property owners of the board meeting in accordance with the requirements of the Association's Bylaws (e.g., by the means permitted by the Bylaws and with sufficient advance notice to comply with the Bylaws). The Zoom format for the meeting (without any location for in person participation by meeting attendees) previously was approved by the board as a means for implementing governmental restrictions imposed with respect to the COVID pandemic.

**Quorum:** Yates patched into the ZOOM internet meeting room Texas. Steve Dohrmann, Bob Schuchardt, Nick Farwell, Curt Sproul. Laura Bertone, Frank Pagliaro and Bruce Shepherd joined the ZOOM internet meeting room from remote internet connections; Laura Bertone also joined the zoom meeting from a remoted connection at the time indicated below. Phil Brown, Herman Howerton, Matthew Howarth, Ron Janes and Ray O'Neal also attended the meeting by joining the Zoom meeting link from other remote locations.

President Steve Dohrmann called the meeting to order at 9:02 am.

1. **Approval of Minutes of 10-20-2020 Board Meeting.** The minutes for said board meeting, in the form circulated to the directors, were approved. Motion Curt; second Laura; 7-0 unanimous vote.
2. **Property Manager's Report.**
  - ***Insurance update.*** Yates is working with Rich Votaw to procure insurance for 2021. He expects bids from insurers soon. The board is concerned that the Association may see material premium increases again for 2021. The board plans to meet on 12-8-20 at 1:30 pm to review the insurance package recommendation from Mr. Votaw. Bruce noted that the general liability coverage should be increased to at least \$5,000,000.
  - ***End of summer season work status report.*** Yates reported that the construction of the new fence at the beach has been completed; the installation of the gate will wait until Spring. Yates also is working on signage to complement the fence. Yates also reported that the painting team has finished for 2020. Notwithstanding the late start due to COVID, the team completed about 70% of the work that Yates had hoped to complete in 2020. Yates is pleased with the quality and quantity of the work. Yates also noted that the swimming and hot pools have been closed, and that appropriate closing steps have been taken for the sprinkler systems.
  - ***Replacement of snow loader.*** The old snow blower was sold for \$42,500 (higher than anticipated).
  - ***Bears, garbage and dumpsters.*** Yates and his team continue to simplify the locking mechanisms for the garbage bins. With respect to the cardboard box dumpster, Yates noted that people are not breaking down their boxes, and that in turn is wasting space within the dumpster. Yates will prepare additional signage encouraging prudent break down of boxes. On a separate note, Phil Brown noted that dumpsters are being used to discard material waste arising out of renovations. The Operating Rules prohibit such use of the dumpsters, and the form that contractors are required to sign as a condition to working on renovations call out this restriction. Yates said he would keep an eye on the issue, but that he does not believe it has been a material issue in 2020. The board also will consider mentioning the issue in the next newsletter.

- **Exterior lighting.** Matt Howarth requested that the Association consider replacing the current outdoor fluorescent lighting within Rocky Ridge with LED lights. Yates said he would consider the relative costs savings that may be available through such replacement.
3. **Use of “Squaw Carpet” street name.** A homeowner requested that the board consider changing the name of this street within Rocky Ridge, the concern being that some find the “Squaw” term is outdated and offensive to some. Frank and Steve noted that “Squaw Carpet” does not refer to any person, but rather is intended to highlight a well-recognized flower in the Sierras. The use of plant names for street names has been implemented throughout the development. Given this practice and the relative lack of objections to use of the name, the board concluded by consensus that the name of the street should not be changed at this time.
  4. **Buoys at Beach; Use Charges.** Bob reported that he is applying with the appropriate governmental authorities for additional buoys at the beach. He does not anticipate that these will be awarded for 2021. Laura is preparing an update on her analysis as to the costs passed through to buoy users through annual use fees. She will provide this update at or before the February meeting.
  5. **Revisions to Operating Rules.**
    - **Tree trimming policy.** The board reviewed the tree trimming policy in the existing Operating Rules and found them to be adequate. To enhance board oversight on the tree trimming issue, Yates will schedule project wide walk throughs with board members in 2021, so that they can better consider the practical application of the tree trimming policy.
    - **Other Updates to Operating Rules.** Bruce noted that Matt Howarth has prepared a modest mark-up to the Operating Rules. Bruce is incorporating the changes and expects to have a complete draft in the Spring.
  6. **Financial Report.**
    - **Cost Savings.** Laura reported that expenses are running about \$70,000 below budget, in part due to the delay in the arrival of the painting crew (due to Coronavirus). When coupled with the \$42,500 from the old snow loader, it is likely there will be material left over 2020 funds at year end. Laura plans to apply the excess against 2021 expenses, as per the member resolution adopted in the September member annual meeting.
    - **Budget.** Laura, Yates and Mary are beginning work on the budget for 2021. The budget will incorporate revised employee compensation for 2021 [The board approved compensation packages in the closed session mentioned below. ] The proposed 2021 will be considered by the board at a special board meeting on November 24<sup>th</sup> at 1:30 pm.
    - **HOA Dues.** Based upon current facts and certain assumptions as to insurance costs, and taking into account the 2020 budgetary savings and the proceeds from the sale of the old snow loader, Laura is cautiously optimistic that homeowner dues will not need to be raised for 2021 (at least at the outset).
    - **Real Estate Office Lease.** Laura reported that the office lease term for the real estate office at the bottom of the hill expires in the summer of 2021. Bob said he would work with Ray O’Neal to negotiate and document an extension.
    - **Reconciliation of Bank Accounts.** Laura reviewed the records for the Association’s bank accounts and she reported that they are in order. Laura also reported that reserves have been funded appropriately.
  7. **Closed Session.** The board adjourned to closed session and discussed the following topics:

- 2021 compensation for Association employees;
- The facts reported by a homeowner regarding violations of the leash laws within Rocky Ridge. The homeowner has been informed that the Association needs specific facts describing the alleged violations in order to consider enforcement steps. **NOTE TO HOMEOWNERS: The Operating Rules mandate that dogs must be under leash control AT ALL TIMES when within the Association's Common Areas.** The board will include this issue in the next newsletter.
- Certain issues regarding cost allocations and re-build decisions under the existing CC&R's, and potential improvements that can be made to the handling of these issues through adoption of an amendment to the CC&R's.

8. **Suggestions by Board Members for future Agenda topics (subject to change).**

- November 24, 2020 Meeting: Discussion as to approval of 2021 budget.
- December 8, 2020 Meeting: Discussion as to proposed amendment to CC&R's.
- January 11, 2021 Meeting: Explanatory meeting for discussion of amendment to CC&R's.
- February 9, 2021 Meeting: Update as to charges for use of, and procedures for allocation of, the beach's buoy and kayak rack spots for Summer 2021.
- February 9, 2021 Meeting: Adoption of election process for 2021 board election
- April 6, 2021 Meeting: Discussion of the potential extension of the term for lease of the real estate office at the bottom of the hill.

**Adjournment.** The meeting adjourned at 10:43 am.

**SCHEDULE FOR FUTURE BOARD MEETINGS (Subject to change):**

- November 24, 2020 at 1:30 pm CA time (Location: Zoom internet meeting)
- December 8, 2020 at 1:30 pm CA time (Location: Zoom internet meeting)
- January 11, 2021 at 1:30 pm CA time (Location: Zoom internet meeting)
- February 9, 2020 at 1:30 pm CA time (Location: Zoom internet meeting)
- April 6, 2021 at 1:30 pm CA time (Location: Zoom internet meeting)
- May 18, 2021 at 1:30 pm CA time (Location: Zoom internet meeting)
- July 13, 2021 at 1:30 pm CA time (Location: TBD)
- September 4, 2021 at 9:00 am CA time (Location: TBD)

**SCHEDULE FOR FUTURE HOMEOWNER/MEMBER MEETINGS (subject to change):**

- September 4, 2021 at 11:00 am (Location: TBD).